

**Regional Representatives Group
Work Plan
November 20, 2003**

Goal: Further define platform by end of December.

Tasks:

On-going:

Individual discussions to illuminate issues and help guide Platform Group's work.

By Wednesday, November 26, if possible, and no later than Monday, December 1:

RRG members send additional items for consideration to Chris Elliott.

Between 11/20 and 12/8:

Platform Group further defines platform by filling gaps, nailing down more planks (with assistance from other entities/individuals):

- Review RRG-identified gaps and areas for further development;
- Sift and sort items into (1) platform features and (2) items for subsequent discussion and development;
- Work through platform features and functions;
- Identify questions for further technical work; and
- Modify the proposal to provide added details.

December 10 (10:00 – 5:00) & 11 (8:00 – noon):

RRG:

- Review revised proposal;
- Review the Platform Group's "items for further discussion" and determine whether any items need to be addressed by RRG on 12/10;
- Develop work plan for subsequent work; and
- Draft messages.